

CHAPTER 1

INTRODUCTION

The policies and procedures in this manual standardize US Army ATC training, facilities, operations, and management. Procedures dealing with currency, operational requirements, and position responsibilities and duties are the minimum standard unless stated otherwise. The ATC chief/ATC facility chief is responsible for facility operations, quality assurance, training, and rating standards. At his discretion, he may increase any or all of the minimum requirements established by this manual.

1-1. WAIVERS

a. Requests for waivers to policies or procedures shall be sent through channels to Commander, US Army Aviation Center, ATTN: ATZQ-ATC-MO, Fort Rucker, AL 36362-5265. When a waiver must be expedited, an organization may get interim approval by phone, through channels, from the US Army Air Traffic Control Activity (DSN 558-2060/4022).

b. The organization initiating the requests shall be responsible for the requests for renewal or extension of waivers. Subordinate and intermediate commands will ensure that all requests are endorsed or commented on appropriately and then sent to USAATCA. All approved waivers will contain a cancellation date or condition in the final paragraph. USAATCA will conduct a periodic review of all waivers.

1-2. AIR TRAFFIC CONTROL CERTIFICATION AND RATING

Military, DAC, and contract personnel performing ATC duties in ATC facilities shall become qualified and facility-rated per AR 95-2. They shall remain current as specified in this manual. All controllers and supervisors, both military and civilian, must meet and maintain the physical standards of AR 40-501, the OPM Handbook X-118, or their official job descriptions. Foreign nationals performing ATC duties in US Army facilities shall comply with the ATC physical requirements of the host nation.

1-3. FACILITY CLASSIFICATION AND APPEARANCE

a. Classification.

(1) Fixed ATC facilities are grouped into five major classifications. These classifications are--

- Airfield/heliport ATC tower.
- Ground-controlled approach.
- Army flight-following service.
- Army approach control (nonradar).
- Army radar approach control.

(2) Tactical ATC facilities are grouped into four major classifications. These classifications are--

- Tower.
- Ground-controlled approach.
- Flight operations center.
- Flight coordination center.

b. Appearance. The facility chief shall be responsible for the appearance of the ATC facility and assigned personnel. Their appearance shall always reflect the high standards of the US Army.

1-4. AIR TRAFFIC CONTROL AWARDS

Appendix C provides guidance and policy on the Army ATC Awards Program. It gives the format and other criteria for nominating Army military and civilian personnel for the awards.

1-5. APPENDIXES, TERMS, SYMBOLS, AND WORD MEANINGS

a. Appendixes. The appendixes in this manual provide additional information and guidance. Appendixes A, B, and C contain the facility training manual outlines, required references lists for the facilities/elements, and the ATC Awards Program, respectively. Appendixes D, E, and F explain theodolite operations, ground inspection, and the ATC Maintenance Certification Program, respectively.

b. Terms. To understand this publication, the reader must be familiar with the terms used. The Glossary explains the terms, as well as the acronyms and abbreviations, used in this field manual.

c. Symbols. The diagonal (/) indicates or or and. For example, orders/handbooks may mean orders or handbooks or may mean orders and handbooks.

d. Word Meanings.

(1) Shall or an action verb in the imperative mood means a procedure is mandatory.

(2) Should means a procedure is recommended.

(3) May or need not means a procedure is optional.

(4) Will means futurity; it is not a requirement for the application of a procedure.

(5) Aircraft means the airframe or crew members or both.

(6) ATC-certified means the person graduated from a formal ATC school and possesses an ATCS certificate.

(7) Position-qualified means a controller passed all phases of training for a particular operating position (LC, GC, PAR) and received a satisfactory evaluation on DA Form 3479-1-R.

(8) Facility-rated means a controller completed all phases of training, received a satisfactory evaluation on DA Form 3479-1-R, and possesses the appropriate certification for a particular facility.